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| **TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS** | | | | | | | | | | |
| **Title: International Consultant (After Action Review of the floods and landslides response in Chattogram Division, Bangladesh)** | | WBS/Funding Reference/Activity/IR  SM230595 | | | | **Type of engagement**  Consultant | | | **Workplace of Consultant:**  Dhaka, Bangladesh | |
| **Grant:** | | | **GL Account:** | | | | | **Fund ID:** | | |
| 5070/A0/05/104/003 | | | *Enter GL Account Code* | | | | | *SM* | | |
| **Background:**  On 5 August 2023, continuous monsoon rains fell across Chattogram, Cox’s Bazar, Rangamati, and Bandarban districts (Chittagong Hill Tracts) in Bangladesh. It has been estimated that 1.3 million people including 630,000 women and 480,000 children (0-18 years old) have been affected and 600,000 people needed humanitarian services in four districts (Chattogram, Cox’s Bazar, Rangamati, and Bandarban), with 51 deaths reported. The heavy rainfall, ranging from 44 to 89 mm, led to flash floods and landslides in the Hill Tracts, especially in Bandarban town and nearby areas.  It has been reported that 38 out of the division's 51 Upazilas were submerged, leading to significant destruction of lands, homes, and key services across the four districts. Major rivers in the region were overflowing, crippling major transport routes, and resulting in the damage of up to 410 kilometers of roads. Recovery efforts are ongoing to address the basic needs and requirements of the affected people.  Water, Sanitation, and Hygiene (WASH) services were severely impacted due to the floods and associated landslides across the four districts. Sanitation facilities have been flooded and have either been washed away or damaged, posing major risks to water quality and health, adding an additional burden onto already struggling health facilities. Water sources have also been damaged or destroyed and many have been contaminated by fecal waste, oil, agricultural, chemicals, industrial waste, and other substances. Water, sanitation and hygiene services in households, communities, schools, and healthcare facilities have been impacted. Ensuring safe access to these services is a critical element of the emergency response to prevent and control infectious disease outbreaks. These interventions will contribute to a positive impact on the health, education, development, nutrition, and livelihood status of the affected families.  **WASH:** According to the initial assessment, more than 9,000 water points/tube wells were non-functional, more than 13,000 water points/tube wells were reported to be partially non-functional, and an additional 15,000 water points and sources were reported to have been contaminated. In addition, more than 115,000 sanitation facilities were reported to have been either fully or partially damaged.[[1]](#footnote-2) UNICEF and the Inter-agency have targeted 360,000 out of the 600,000 people in need of WASH services. In addition, the WASH in Health facilities and schools in Bandarban and Chattagram districts were affected.  **Child Protection:** The floods affected more than 420,000 children, intensifying their vulnerability to abuse, exploitation, and neglect, as protective structures like Child Protection Community Hubs were disrupted. Safety concerns were prevalent, especially in four key districts, with 32% of the vulnerable populations, including children and persons with disabilities, expressing heightened fears. In Cox’s Bazar, nearly 20% of children were separated from their families. Additionally, there was a marked rise in child marriage and child labour, affecting 13.59% people in flood-hit areas.[[2]](#footnote-3)  **Education**: Floods in Cox’s Bazar, Bandarban, Rangamati, and Chittagong districts affected 378 educational facilities, disrupting the schooling of around 46,150 students and thereby increasing the chances of school drop-out of learners by 65% in the affected locations. Educational materials were also damaged, and the conversion of numerous primary schools into flood shelters further compounded the harm to the infrastructures and learning facilities.[[3]](#footnote-4)  **Nutrition:** Nutritional services were interrupted in 131 community clinics and 12 Family & Welfare Centres (FWCs) across the three most flood-affected districts (Chittagong, Bandarban, and Rangamati). Pregnant women, lactating mothers, and children were unable to access health centres due to landslides, water logging, and road destruction, and nutrition services and reporting were disrupted as a result of the loss of various essential supplies and anthropometric.[[4]](#footnote-5) The dramatic water supply and sanitation situation further compounded the poor nutritional status of the affected population.  **Health:** Health facilities in Bandarban and Chattagram districts were affected and submerged. Due to sudden nature of the flood, the equipment, logistics, WASH infrastructure, documents, furniture, generators were damaged. To restore basic health services to the children and pregnant women, health section supported for procurement of logistics for IMCI, ANC & PNC corners, supported for repair of the furniture, renovation of the corners and printing IEC materials. Monitoring essential Maternal, Newborn, Child and Adolescent Health (MNCAH) services was initiated and supported to mobile teams for service delivery. Through UNICEF support, 2 upazila health complexes from Chattagram and 2 Upazila Health complexes from Bandarban were supported which were affected by floods.  **Social and behaviour change (SBC):** Affected populations were at risk of acute watery diarrhoea (AWD), dengue, and other water-borne diseases due to the severe impact of the flood on the Water, Sanitation, and Hygiene (WASH) facilities. Community members need to have accurate and actionable information on the risk of waterborne diseases and to promote action to prevent waterborne and vector-borne disease outbreaks. Thus, UNICEF provided lifesaving information to the population in need. Furthermore, UNICEF applied AAP approaches in Rangamati and Bandarban to ensure flood-affected populations received information about the assistance provided to them and also ensured their participation in the decision-making process of the response operation. UNICEF partners in Rangamati and Bandarban also set up a hotline number and boxes to gather feedback and complaints from the affected population to improve the quality of response.  **Social Policy Evaluation Analytics and Research (SPEAR):** More than 2,000 direct beneficiaries (mainly women-headed vulnerable families and pregnant and lactating women) of Nutrition income-generating activity (IGA) interventions and Social Protection in Pekua, Chakaria and Cox’s Bazar sadar had been directly affected by the flash flood in August 2023. UNICEF provided humanitarian Cash Assistance to 1,005 households which included the most affected beneficiaries in Pekua Upazilla, Cox’s Bazar in October 2023. Each of the household received BDT 6,000 (USD 55) as Cash Assistance.  UNICEF intends to undertake an After-Action Review of the multi-sectoral interventions by the various sectors as response to the floods emergency. The review will focus on the effectiveness, efficiency and capacity of the response. A consultant will communicate with UNICEF Bangladesh country office, Cox’s Bazar Field Office, and Chittagong Field Office, and partners and other stakeholders in this exercise. **Humanitarian Leadership, Coordination and Strategy**  UNICEF’s Chattogram Field Office is in regular contact and coordination with Government Departments to monitor the situation. UNICEF was involved in updating the floods response plan in consultation with the Deputy Commissioner of Bandarban, Deputy Commissioner of Rangamati, the Chairman of the Bandarban Hill District Council (BHDC), the Chairman of Rangamati Hill District Council, Chairman of Chittagong Hill Tracts Development Board, and the Secretary of the Ministry of Chittagong Hill Tracts Affairs (MoCHTA) and with other UN agencies (UNDP, UNFPA, WFP). UNICEF conducted a joint visit with Bandarban Hill District Council Chairman to flood-affected communities and para-centres and advocated for the renovation of 108 damaged para-centres in Bandarban. UNICEF coordinated with Hill District Council in Rangamati and Bandarban and advocated with ministry for mobilising funds for Para Center renovation. Bandarban Hill District Council have sent letters to the ministry for extending support to renovate damaged Para Centers. BHD also allocated funds for 5 Para-Centers renovations. Moreover, UNICEF participated in the Divisional Disaster Management Committee meetings chaired by the Divisional Commissioner and where several divisional-level multi-sectoral partners participated, including Deputy Commissioners. UNICEF participated in a UN coordination meeting in Chattogram, and in Inter-sectoral Coordination Group meetings and Emergency Preparedness and Response Working Group meeting in Cox’s Bazar to discuss coordination and promote a multi-sectoral floods response. A CERF joint monitoring mission was undertaken from 19 to 23 November 2023 to the affected areas in Chattogram and Cox’s Bazar. UNICEF Field Office Teams are in regular contact with the sectoral focal points, the Office of The Refugee Relief and Repatriation Commissioner (RRRC) and Deputy Commissioner’s office as well as the Civil Surgeon’s office and the Department of Public Health and Engineering (DPHE) and sharing relevant information when required. UNICEF is leading the WASH and Nutrition Clusters and Child Protection sub-cluster as well as co-leading the Education Sector in Cox’s Bazar Rohingya Refugee Response.  **Purpose of Activity/Assignment:**  The purpose of the AAR is to facilitate and document a formative review of UNICEF’s preparedness and response to the flood’s emergency in Chittagong and Cox’s Bazar in WASH, Child Protection including GBViE and GIHA, Nutrition, Education, Health, SBC, and Humanitarian Cash Transfer interventions.  The AAR will allow UNICEF to reflect on the timeliness, efficiency, and effectiveness of the response, acknowledge the achievements, and identify lessons learnt based on the achievements and identify areas for improvement in its ongoing emergency preparedness and response activities. This AAR is an internal review intended primarily as a learning exercise for UNICEF. It may complement evaluations of the response but cannot substitute for an independent evaluation in line with UNICEF’s Evaluation Policy. **Mandate**  The AAR is to be an ‘evaluative exercise’ in-line with UNICEF’s Core Commitments for Children in Humanitarian Action (CCCs) Benchmark “Evaluative exercises, such as after-action reviews, lessons learned exercises and operational peer reviews, are undertaken early for rapid-onset emergencies, or incorporated into regular strategic planning for protracted responses, to inform corrective action.” **Management of the AAR** The overall responsibility for organizing and conducting the review by the consultant will be under the supervision of the **WASH Officer** and the **Field Services Emergency Officer** in close collaboration and coordination with a Technical Team (Section emergency Focal Persons, SPEAR and Field Services). The AAR Leads will provide guidance to the consultant and provide quality assurance of the key deliverables. The review will be led by UNICEF Bangladesh Country Office in close collaboration with Chittagong Field Office, Cox’s Bazar Field Office, and the SPEAR Section. The consultant will recruit a national consultant to support him/her in this assignment and for especially hard to reach areas where an international staff may not have access.  **Scope of the Work**  The scope of this AAR includes all project areas (men, women, and children) across Chattogram including Cox’s Bazar with an intersection of 8 activities (across 5 sections) targeted for the flash flood and landslides response in 2023. It is intended to be multi-sectoral, capturing interventions by all sectors that responded.  A sample of target areas from the locations below will be selected for the AAR:  **Rangamati [Sub-districts-(6):**  Rangamati Sadar, Baghaichari; Barkal, Juraichari, Kawkhali & Bilaichari;  **Bandarban [Sub-districts-(7):**  Bandarban Sadar;Lama;Thanchi;Ruma; Roaingchori; Naikhanchori; Alikodom;  **Chattogram [Sub-districts-(3):**  Chattogram City Corporation, Satkania and Chandanaish;  **Cox's Bazar [Sub-districts-(2):**  Chakoria and Pekua.  **Key Review Questions**  The key question pertains to an assessment to the flood’s response in the affected locations and will address the overall questions given as follows:   * What worked well? * What didn’t work well? * How can we improve?   **Objectives, Purpose, and Expected Results**  *The specific objectives of the AAR include:*   1. To review the UNICEF multi-sectoral response including relevance, efficiency, effectiveness, timeliness, and adequacy of data, in consultation with local authorities and targeted beneficiaries of the flood response. 2. To assess their impact on improving the affected families, communities, health structures and schools’ ability to cope with the aftermath of the flooding. 3. To examine the extent to which affected individuals and institutions received information about the assistance provided with support from UNICEF, participated in the decision-making process, provided feedback, and raised complaints throughout the response operation to ensure accountability to the affected people (AAP). 4. To assess how the health profile deteriorated in connection with the flooding event. 5. To assess whether the flood response has had any immediate impact on improving the resilience and quality of life of recipient households, considering gender, age, and ability differences, and documenting any spillover/multiplier effects. 6. To assess whether the floods response has had any immediate impact on improving the situation in the affected institutions. 7. To document lessons learned and recommendations for the improvement of the response in future emergencies. 8. To assess key themes around partnerships, integration, and coordination of the response. 9. To document advocacy issues with Government and UN to integrate the DRR component in emergency and social service delivery for the vulnerable communities. 10. To understand mechanisms in place to ensure that children can voice their concerns and contribute to shaping the response. 11. To understand the flood response addressing the prevention of gender-based violence, particularly among vulnerable populations. 12. To understand how gender inclusive services, including healthcare and sanitation facilities, are made accessible to all genders. 13. To assess the extent to which the needs of persons with disabilities were addressed in the response.  **Methodology** The central component of the AAR will be a workshop convened for UNICEF personnel from all sections that responded to this emergency. It will also include consultation with key partners through key informant interviews (KIIs) including UNICEF management and response coordinators, national and subnational government, UN, local Government and national and international NGOs. Feedback from Accountability to Affected People (AAP) mechanisms and field monitoring will also be integrated through using Focus Group Discussion (FGD). A final joint workshop (UNICEF and partners) will be convened to validate findings from the AAR.  The review is to be carried out through a desk review; a linked set review workshops; key informant interviews (KIIs); analysis and synthesis of these inputs; and presentation of a final report including recommendations.  **Desk Review**  The first step will be to conduct a thorough review of relevant documents including but not limited to: relevant UNICEF policies and guidance; situation reports; reporting from other reviews of the international response; and handover notes and exit reports from deployed staff.  Background literature and materials as well as key information sources will be provided upon commencement of the contract.  **Key informant interviews**  These should be conducted prior to or after the first workshop but should be largely completed prior to the final workshop. It is anticipated that many of the interviews will be with relevant UNICEF personnel including senior management and response coordinators involved in the response. Other UN, government partners (particularly at the local level), Local Community Leaders, Local Elected Bodies, and implementing partners should also be interviewed where appropriate.  **Focus Group Discussion (FGD)**  Face to face discussion with affected people to get their views, perspectives, ideas, experiences, and recommendations on the changes in their lives through the flood response.  **Work Assignment**  The consultant(s) will review all existing documentation; manage interviews; provide qualitative and quantitative data analysis findings; and recommendations to the required standards.  Throughout the review process, the consultant(s) will be responsible for ensuring the quality of the information collected as well as ensuring that all data collection activities comply with the UNICEF procedures and standards.  The consultant(s) will be responsible for ensuring that key informant interviews and particularly the AAR workshops are properly documented. This may include sub-contracting additional personnel for translation, documentation, and note-taking. | | | | | | | | | | |
| Budget Year | Requesting Section/Issuing Office: | | | | | Reasons why consultancy cannot be done by staff: | | | | |
| ***2023*** | ***WASH*** | | | | | The Consultant is required to work closely with the multi-stakeholders in the field to facilitate the AAR. UNICEF requires dedicated support from a person who has experience of programme evaluation in flash flood and flood context, with an in-depth understanding of climate resilient interventions and substantial experience in dealing with a range of stakeholders. | | | | |
| **Included in Annual/Rolling Workplan***:*  Yes  No, please justify: This is part of CERF RR project. | | | | | | | | | | |
| **Consultant sourcing:**  National  International  **Consultant selection method:**  Competitive Selection (Roster)  Competitive Selection (Advertisement/Desk Review[[5]](#footnote-6)/Interview)  Single Sourcing (exceptional, only in emergency situations, approval by Head of Office required) | | | | | | | | | | |
| **Name (in case of single sourcing/extension)** | | | | **Justification or Refer to NFR (in case of single sourcing/extension)** | | | | | | |
| **Supervisor/s:**  Cluster Coordinator  Emergency Officer | | | | | **Start Date:**  **Signature date** | | **End Date:** | | | **Number of Days (working)**  35 Days (dates TBD) |
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| **Work Assignment Overview** | | | |
| **Tasks/Milestone:** | **Deliverables/Outputs:** | **Timeline** | **Estimate Budget (US$)** |
| * Desk review | Inception report   * Schedule of KIIs * Questions for KIIs * Tools and schedule for FGDs * Staff and partner survey questionnaires * Draft table of contents for the Final Report | 5 days |  |
| * Preparation of schedule of key informant interviews |  |
| * Preparation of staff and partner surveys |  |
| * Undertake KIIs and FGDs | Email update of progress | 20 days |  |
| * Undertake staff and partner surveys | Finalised workshop agenda |  |
| * Analysis and synthesis of information | Final report of up to 30 pages with focus on the WASH interventions (10 pages) and rest on the other sectors in the below format   * An Executive Summary up to 3 pages [A summary report for RO, HQ and external audiences of up to 10 pages] * A text report with clearly presented strategic and operational recommendations. * Annexes with documentation of both workshops, FGDs and key informant interviews * A brief power point presentation of the key recommendations. | 10 days |  |
| * Preparation of final report |  |
| * Presentation of recommendations through email, and/or meetings |  |
| **Estimated Consultancy fee** |  |  |  |
| Travel International (if applicable) |  |  |  |
| Travel Local (please include travel plan) | Travel Local (please include travel plan) |  |  |
| DSA (if applicable) | DSA (if applicable) |  | N/A |
| **Total estimated consultancy costs[[6]](#footnote-7)** |  |  |  |
| **Terms of payment** | Payment based on approved invoice upon completion of each deliverable according to schedule.  Payment based on approved invoice and final evaluation upon completion of all deliverables at the end of assignment.  Fee advance, percentage (up to 10 % of total fee) | | |

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| **Minimum Qualifications required:** | **Knowledge/Expertise/Skills required:** |
| Bachelors  Masters  PhD  Other  Social Sciences/ Public Policy/Public Administration | * Master’s degree or equivalent academic degree in Environmental and Climate changes, Public Health, Behavioural and other social sciences, Civil Engineering, Public Policy, International Development, or another field relevant to international multi-sectoral development assistance. * No less than 8 years of experience in programme evaluation in flash flood and flood context, with an in-depth understanding of climate resilient interventions. * No less than 8 years of experience in designing, planning, organising, managing and conducting monitoring and evaluation, with at least 4 years in humanitarian contexts or emergencies. * Demonstrated expertise in small- and large-scale qualitative and quantitative research design, methodologies, data validation, analysis methods, and data quality assurance. * At least 5 years of experience in monitoring and evaluation, preferably of humanitarian programmes and climate resilient multi-sectoral interventions. * Technical expertise and experience in applying gender equality and human rights, including child rights to programming, monitoring and evaluation. * Previous experience with UN agencies, large NGOs and Government * Very strong communication and presentation skills with government and community members * Demonstrated experience of collecting data in the field face-to-face modalities * Fluency in written and spoken English is required. * Demonstrable knowledge and understanding of relevant policies, guideline, strategies, and action plans of the Government of Bangladesh is an asset. |
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| **Administrative details:**  Visa assistance required:  Transportation arranged by the office: | Home Based  Office Based:  If office based, seating arrangement identified:  IT and Communication equipment required:  Internet access required: |
| **Hiring Manager** | **Request Verified by HR:** |
| MST Saleha Khatun  WASH Cluster Coordinator  **Request authorized by**  Lawrence Oduma  Emergency Specialist | **Edith Homonnai, Chief of Human Resources**  *Name and signature:* |
| *Endorsement of Chief Field Services*  *(if Field Offices and after reviewed by the Chief Field Office)*  Lawrence Oduma, Emergency Specialist  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Name and signature*  *Approval of Deputy Representative (Programme)/ Deputy Representative (Operations)*  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Name and signature* | |
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Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](https://www.unicef.org/careers/unicef-provides-reasonable-accommodation-job-candidates-and-personnel-disabilities) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

**Payment Schedule**

Payments for the contracted work will be executed in accordance with the following schedule:

* 30% of total fee upon submission and approval of the methodology and data collection tools.
* 30% of total fee upon submission and approval of the draft AAR report and validation workshop
* 40% total fee upon submission and approval of the final AAR report and summary, accompanying PowerPoint Presentation and all final (English) data collection tools and raw and analyzed data.

**Checklist for VA and hiring managers**

**1. Technical Offer:**

Based on the careful study of the TOR and deliverables, provide (1) information on the way you intend to achieve the outputs of the assignment and complete the deliverables. (2) Please elaborate on the timeline and milestones. (3) Also indicate references to the similar assignments that you performed & their contacts, and (4) attach your CV.

**2. Financial Offer:**

Should be an all-inclusive (lump-sum) fee for all deliverables and complete output of the assignment as described in the TOR. It should include among others consultancy fee, associated administrative cost, all living and travel cost (please see travel plan in the TOR if applicable). UNICEF will not cover any additional cost. Payment schedule that is linked to milestones and completed deliverables should be included.

**The offers will be evaluated as follows:**

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| Criteria | Weight | Points/amount |
| **OVERALL RESPONSE** | ***10%*** | ***5*** |
| \* Understanding of, and responsiveness to, UNICEF Bangladesh Office requirements. |  |
| \* Understanding of scope, objectives, and completeness of response. |  |
| \* Overall concord between UNICEF requirements and the proposal. |  |
| **METHODOLOGY AND DETAILED TIMELINE** | ***45%*** | ***35*** |
| \* Quality of the proposed approach and methodology. |  |
| \* Suitability of the approach: To what extent the methodology is designed in response to the needs of the TOR. |  |
| \* Quality of proposed implementation plan, i.e how the bidder will undertake each task, and time-schedules. |  |
| \*Risk assessment - recognition of the risks/peripheral problems and methods to prevent and manage risks/peripheral problems. |  |
| \* Timelines proposed must be detailed and realistic; |  |
| **ORGANISATIONAL CAPACITY and PROPOSED TEAM** | ***45%*** | ***30*** |
| \* Professional expertise of the firm/company/organization, knowledge and experience with similar projects, contracts, clients and consulting assignments |  |
| **\*** Team leader: Relevant experience, qualifications, and position with firm. |  |
| \* Team members - Relevant experience, skills & competencies. |  |
| \* Organization of the team and roles & responsibilities. |  |
| ***TOTAL*** | ***100%*** | ***70*** |

**Child Safeguarding Certification**

**(to be completed by Supervisor of the post)**

[**Child Safeguarding**](https://unicef.sharepoint.com/teams/DHR-TalentAcquisition/DocumentLibrary1/Forms/AllItems.aspx?id=/teams/DHR-TalentAcquisition/DocumentLibrary1/Child%20Safeguarding%20Risk%20Roles%20Assessment_finalversion.pdf&parent=/teams/DHR-TalentAcquisition/DocumentLibrary1) refers to proactive measures taken to limit direct and indirect collateral risks of harm to children, arising from UNICEF’s work or UNICEF personnel. Effective 01 January 2021, Child Safeguarding Certification is required for all recruitments.

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| 1.Is this position considered as "elevated risk role" from a child safeguarding perspective?\* If yes, check all that apply below. | Yes  No |
| 2a. Is this a Direct\* contact role?  2b. If yes, in a typical month, will the post incumbent spend more than 5 hours of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel.  *\*“Direct” contact that is either face-to-face, or by remote communicate, but it does not include communication that is moderated and relayed by another person.* | Yes  No  Yes  No |
| 3a. Is this a Child data role? \*:  3b. If yes, in a typical month, will the incumbent spend more than 5 hours manipulating or transmitting personal-identifiable information of children (names, national ID, location data, photos)  *\* “Personally-identifiable information”, in this context, means any information relating to a child who can be identified, directly or indirectly, by an identifier like a name, ID number, location data, photograph, etc. This is a “child data role”.* | Yes  No  Yes  No |
| 4. Is this a Safeguarding response role\*  *\*Representative; Deputy representative; Chief of Field Office; the most senior Child Protection role in the office; any focal point that the office designated for Child Safeguarding; Investigator (Office of Internal Audit and Investigations* | Yes  No |
| 5. Is this an Assessed risk role\*?  *\*The incumbent will engage with particularly vulnerable children[[7]](#footnote-8); or Measures to manage other safeguarding risks are considered unlikely to be effective[[8]](#footnote-9).* | Yes  No |

1. CHATTOGRAM DIVISION FLASH FLOODS AND MONSOON RAIN HCTT Humanitarian Response Plan 2023 (August 2023-January 2024), p.8. [↑](#footnote-ref-2)
2. Ibid, p. 13. [↑](#footnote-ref-3)
3. Ibid. p 14. [↑](#footnote-ref-4)
4. Ibid, p. 15. [↑](#footnote-ref-5)
5. A Desk Review should only be considered as a selection method when there is a justifiable urgency. [↑](#footnote-ref-6)
6. Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

   Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant [↑](#footnote-ref-7)
7. Common sources or signals of additional vulnerability may include but are not limited to: age of the child (very young children); disability of the child; criminal victimization of the child; children who committed offences; harmful conduct by the children to themselves or others; lack of adequate parental care of the children; exposure of the children to domestic violence; a humanitarian context; a migrant (refugee/asylum-seeking/IDP) context. No ‘baseline’ vulnerability will be set. Hiring Managers will need to use judgment, taking into consideration the implications that follow from an assessed risk role (additional vetting scrutiny, training). [↑](#footnote-ref-8)
8. i.e. the role-risk will be compounded by other residual risks. [↑](#footnote-ref-9)